

CA 26

OMB Number: 4040-0004  
Expiration Date: 03/31/2012

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____		
<b>* 3. Date Received:</b> 12/11/2012		<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> _____		<b>5b. Federal Award Identifier:</b> _____
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> Rising Sun Energy Center		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 77-0359133		<b>* c. Organizational DUNS:</b> 1450477620000
<b>d. Address:</b>		
<b>* Street1:</b> 1900 Addison Street Suite 100		
<b>Street2:</b> _____		
<b>* City:</b> Berkeley		
<b>County/Parish:</b> _____		
<b>* State:</b> CA: California		
<b>Province:</b> _____		
<b>* Country:</b> USA: UNITED STATES		
<b>* Zip / Postal Code:</b> 94704-2649		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> California Youth Energy Svcs		<b>Division Name:</b> Youth Programs
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> _____		<b>* First Name:</b> Rebecca
<b>Middle Name:</b> _____		
<b>* Last Name:</b> Milliken		
<b>Suffix:</b> _____		
<b>Title:</b> Grant Writer & Development Coordinator		
<b>Organizational Affiliation:</b> not an affiliate		
<b>* Telephone Number:</b> 510-665-1501		<b>Fax Number:</b> 510-665-1502
<b>* Email:</b> milliken@risingsunenergy.org		

APR 15 2013

Tracking Number: GRANT11289358

GMO, MTS-7

Funding Opportunity Number: EPA-BE-12-01 Received Date: 2012-12-11T18:07:12-04:00

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Environmental Protection Agency

**11. Catalog of Federal Domestic Assistance Number:**

66.951

CFDA Title:

Environmental Education Grants

**\* 12. Funding Opportunity Number:**

EPA-EE-12-01

\* Title:

Environmental Education Regional Grants -- Solicitation Notice for 2012

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Rising Sun Areas of Impact 2012.pdf

[Add Attachment](#)

[Delete Attachment](#)

[View Attachment](#)

**\* 15. Descriptive Title of Applicant's Project:**

California Youth Energy Services (CYES): Community Environmental Education and Youth Employment Program

Attach supporting documents as specified in agency instructions.

[Add Attachments](#)

[Delete Attachments](#)

[View Attachments](#)

# Application for Federal Assistance SF-424

## 16. Congressional Districts Of:

\* a. Applicant

9

\* b. Program/Project

STATEW

Attach an additional list of Program/Project Congressional Districts if needed.

Rising Sun Congressional Districts Served

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## 17. Proposed Project:

\* a. Start Date:

06/01/2013

\* b. End Date:

05/31/2015

## 18. Estimated Funding (\$):

\* a. Federal

216,000.00

\* b. Applicant

1,452,000.00

\* c. State

0.00

\* d. Local

0.00

\* e. Other

0.00

\* f. Program Income

0.00

\* g. TOTAL

1,668,000.00

## \* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐

a. This application was made available to the State under the Executive Order 12372 Process for review on

☐

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒

c. Program is not covered by E.O. 12372.

## \* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes

☒ No

If "Yes", provide explanation and attach

Download Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

## Authorized Representative:

Prefix:

\* First Name:

Jodi

Middle Name:

\* Last Name:

Pincus

Suffix:

\* Title:

Executive Director

\* Telephone Number:

510-665-1501 x11

Fax Number:

510-665-1502

\* Email:

pincus@risingsunenergy.org

\* Signature of Authorized Representative:

\* Date Signed:

Julia Pincus

05-20-2013



# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	N/A	N/A			
a. Personnel	\$ 126,250.00	\$ 878,083.00	\$	\$	\$ 1,004,333.00
b. Fringe Benefits	31,563.00	165,544.00			197,107.00
c. Travel	3,000.00	46,250.00			49,250.00
d. Equipment		1,500.00			1,500.00
e. Supplies	10,000.00	158,525.00			168,525.00
f. Contractual	25,000.00	10,000.00			35,000.00
g. Construction					
h. Other	4,405.00	60,098.00			64,503.00
i. Total Direct Charges (sum of 6a-6h)	200,218.00	1,320,000.00			\$ 1,520,218.00
j. Indirect Charges	15,781.00	132,000.00			\$ 147,781.00
k. TOTALS (sum of 6i and 6j)	\$ 215,999.00	\$ 1,452,000.00	\$	\$	\$ 1,667,999.00
7. Program Income	\$ 0.00	\$ 0.00	\$	\$	\$

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**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

9

b. Program/Project

STATEW

Attach an additional list of Program/Project Congressional Districts if needed.

Rising Sun Congressional Districts Served

Add Attachment

Delete Attachment

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**17. Proposed Project:**

\* a. Start Date:

02/18/2013

\* b. End Date:

06/30/2014

**18. Estimated Funding (\$):**

* a. Federal	216,000.00
* b. Applicant	1,452,000.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	1,668,000.00

75%  
25%**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Rebecca

Middle Name:

\* Last Name:

Milliken

Suffix:

\* Title:

Grantwriter and Development Coordinator

\* Telephone Number:

510-665-1501 x22

Fax Number:

510-665-1502

\* Email:

milliken@risingsunenergy.org

\* Signature of Authorized Representative:

Rebecca Milliken

\* Date Signed:

12/11/2012

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# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) P/A	(2) P/A	(3)	(4)	
a. Personnel	\$ 148,000.00	\$ 878,083.00	\$	\$	\$ 1,026,083.00
b. Fringe Benefits	33,490.00	163,544.00			197,034.00
c. Travel	3,500.00	46,250.00			49,750.00
* d. Equipment <i>MOVED to</i>	<del>1,500.00</del>	<del>5,500.00</del>			<del>2,500.00</del>
e. Supplies <i>THIS CATEGORY</i>	400.00	158,525.00			158,925.00
f. Contractual <i>CATEGORY</i>	0.00	10,000.00			10,000.00
g. Construction					
h. Other	<i>10,973-8,973.00</i>	<i>61,598 60,088.00</i>			<i>72,01 70,072.00</i>
i. Total Direct Charges (sum of 6a-6h)	186,363.00	1,320,000.00			\$ 1,516,363.00
j. Indirect Charges	19,637.00	132,000.00			\$ 151,637.00
k. TOTALS (sum of 6i and 6j)	\$ 216,000.00	\$ 1,452,000.00	\$	\$	\$ 1,668,000.00
7. Program Income	\$ 0.00	\$ 0.00	\$	\$	\$

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# BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006  
Expiration Date: 08/30/2014

## SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$
2.						
3.						
4.						
5. Totals		\$	\$	\$	\$	\$

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Tracking Number: GRANT11289358

Funding Opportunity Number: EPA-EE-12-01 Received Date: 2012-12-11T18:07:12-04:00



SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
12. TOTAL (sum of lines 8-11)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20. TOTAL (sum of lines 16 - 19)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <input type="text"/>	22. Indirect Charges: <input type="text"/>
23. Remarks: <input type="text"/>	

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**Rising Sun Energy Center**  
**CYES Budget June 1, 2013 - May 31, 2015**

REVENUE	Budget Detail	EPA 2013	EPA 2014	EPA 2015	TOTAL	Original TOTAL
EPA Environmental Education Grant		\$ 76,994	\$ 89,205	\$ 49,800	\$ 215,999	
<b>TOTAL REVENUE</b>						\$ -
<b>EXPENSE</b>						
<b>Personnel Expenses - Career Staff Salaries</b>						
CYES Operations Coordinator	1.0 FTE				\$ -	
Director of Adult Programs	.25 FTE	\$ 5,000			\$ 5,000	\$ 2,000.00
Director of Youth Programs	1.0 FTE				\$ -	
CYES Manager - 1	1.0 FTE				\$ -	\$ 30,000.00
CYES Manager - 2	1.0 FTE				\$ -	
CYES Manager of Outreach & Marketing	1.0 FTE				\$ -	
CYES Community Outreach Manager	1.0 FTE				\$ -	\$ 30,000.00
Case Manager	.50 FTE	\$ 5,750	\$ 23,000	\$ 12,000	\$ 40,750	\$ 39,000.00
Program Specialist (Support scaling of CYES)	.50 FTE	\$ 25,500	\$ 35,000	\$ 20,000	\$ 80,500	\$ 20,000.00
<b>Sub-total Career Staff Salaries</b>		\$ 36,250	\$ 58,000	\$ 32,000	\$ 126,250	\$ 123,000.00
Fringe Benefits @ 25%	Health & Dental Insurance, Paid Time Off	\$ 9,063	\$ 14,500	\$ 8,000	\$ 31,563	\$ 30,250.00
<b>Sub-total Career Staff Salaries &amp; Benefits</b>		\$ 45,313	\$ 72,500	\$ 40,000	\$ 157,813	\$ 153,250.00
<b>Personnel Expenses -Temporary Salaries</b>						
CYES Energy Specialist Salaries	124 youth x 207 hours @ \$9.50/hr					\$ 22,000.00
CYES Leaders-In-Field-Training (LIFT) Salaries	10 youth x 300 hours @ \$11/hr					
CYES Site and Outreach Managers	26 managers @ \$6400/manager					
<b>Sub-total Temporary Salaries</b>		\$ -	\$ -	\$ -	\$ -	\$ 22,000.00
Payroll tax @ 12%						\$ 2,640.00
<b>Sub-total Temporary Salaries &amp; Taxes</b>						\$ 24,640.00
<b>Total Salaries, Benefits &amp; Taxes</b>		\$ -	\$ -	\$ -	\$ -	\$ 181,490.00
<b>Program Expenses (Direct)</b>						
<b>Contractual</b>						
<b>Independent Contractor for CYES Evaluation</b>	Third party CYES Evaluation for Scaling	\$ 25,000			\$ 25,000	
<b>Travel</b>						
Travel	Travel to national conference and events to support scaling of CYES		\$ 1,000		\$ 1,000	\$ 2,000.00
Auto Fuel	Fuel for Green Bridge program van				\$ -	\$ 1,500.00
Transportation for Programs	Mileage reimbursed @ \$.55/mile to implement Green House Calls	\$ 500	\$ 1,000	\$ 500	\$ 2,000	
<b>Other</b>						
Licenses (Vehicle, Business, etc.)	Business licenses, van registration, etc.				\$ -	\$ 300.00
Telephone & Telecommunications	Cell phones for case manager	\$ 150	\$ 600	\$ 300	\$ 1,050	\$ 900.00
Internet & Technology	Internet connection at each CYES site				\$ -	\$ 320.00
Dues, Books & Subscriptions	New curriculum materials				\$ -	
Postage, Shipping, & Delivery	Shipping of energy efficiency measures, mailings to customers				\$ -	\$ 200.00
Printing & Copying	Printing of marketing materials, Green House Call forms, and training manuals	\$ 250	\$ 355	\$ 250	\$ 855	\$ 1,600.00
Marketing	Advertising, event registration fees				\$ -	
Student Fees	Berkeley City College enrollment fees for Green Bridge participants				\$ -	\$ 1,600.00
Loss & Damages	Damages resulting from implementation of Green House Calls				\$ -	\$ 500.00
Recruitment	Participant recruitment				\$ -	\$ 120.00
<del>Food &amp; Meals</del>	<del>Snacks for participants</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ 1,433.64</del>
Support Services	Bus passes, clothing, GED testing fees, etc. for low-income participants	\$ 250	\$ 500	\$ 250	\$ 1,000	\$ 2,000.00
Staff Development & Conferences			\$ 1,000	\$ 500	\$ 1,500	\$ 1,000.00
<b>Supplies</b>						
Materials	Energy efficiency measures installed during Green House Calls		\$ 4,000	\$ 4,000	\$ 8,000	
Office Supplies	Computers and other supplies for each CYES site	\$ 1,000	\$ 1,000		\$ 2,000	\$ 400.00
Tools	Tools required for Green House Calls, such as ladders, screwdrivers, wrenches, etc.				\$ -	
<b>Equipment</b>						
Equipment Maintenance	Computer maintenance				\$ -	
Auto Maintenance & Repairs	Van maintenance				\$ -	\$ 1,000.00
<b>Total Program Expense</b>		\$ 27,150	\$ 9,455	\$ 5,800	\$ 42,405	\$ 14,873.64
<b>Total Personnel &amp; Program Expense</b>		\$ 72,463	\$ 81,955	\$ 45,800	\$ 200,218	\$ 196,363.64
<b>Indirect Costs</b>	10%	\$ 4,531	\$ 7,250	\$ 4,000	\$ 15,781	\$ 19,636.36
<b>TOTAL EXPENSE</b>		\$ 76,994	\$ 89,205	\$ 49,800	\$ 215,999	\$ 216,000.00
<b>Difference</b>		\$ 0	\$ -	\$ -	\$ 0	\$ (216,000.00)

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**Rising Sun Energy Center**  
**CYES Budget January 1, 2013 - June 30, 2014**

REVENUE	Budget Detail	Non-EPA Funds/ Matching	EPA Funds	Total
East Bay Energy Watch	Earned Income - awarded 2013-14	\$ 980,000.00		\$ 980,000.00
Marin Energy Watch Partnership	Earned Income - awarded 2013-14	\$ 215,000.00		\$ 215,000.00
Local Government Contributions	CYES city sites - awarded 2013; projected 2014	\$ 120,000.00		\$ 120,000.00
S.D. Bechtel, Jr. Foundation	Awarded 2013	\$ 50,000.00		\$ 50,000.00
Dean Witter Foundation	Awarded 2013	\$ 25,000.00		
Marin Water Districts	Earned Income - awarded 2013; projected 2014	\$ 12,000.00		\$ 12,000.00
East Bay Municipal Utility District	Earned Income - awarded 2013; projected 2014	\$ 15,000.00		\$ 15,000.00
Individual Support	Projected	\$ 10,000.00		\$ 10,000.00
Miranda Lux Foundation	Awarded 2013	\$ 15,000.00		\$ 15,000.00
Alameda County Water District	Earned Income - awarded 2013; projected 2014	\$ 10,000.00		\$ 10,000.00
EPA Environmental Education Grant	Pending		\$ 216,000.00	\$ 216,000.00
<b>TOTAL REVENUE</b>		<b>\$ 1,452,000.00</b>	<b>\$ 216,000.00</b>	<b>\$ 1,668,000.00</b>
<b>EXPENSE</b>				
<b>Personnel Expenses - Career Staff Salaries</b>				
CYES Operations Coordinator	1.0 FTE	\$ 63,000.00		\$ 63,000.00
Director of Adult Programs	.25 FTE	\$ 22,375.00	\$ 2,000.00	\$ 24,375.00
Director of Youth Programs	1.0 FTE	\$ 97,500.00		\$ 97,500.00
CYES Manager - 1	1.0 FTE	\$ 51,000.00	\$ 30,000.00	\$ 81,000.00
CYES Manager - 2	1.0 FTE	\$ 81,000.00		\$ 81,000.00
CYES Manager of Outreach & Marketing	1.0 FTE	\$ 81,000.00		\$ 81,000.00
CYES Community Outreach Manager	1.0 FTE	\$ 42,000.00	\$ 30,000.00	\$ 72,000.00
Case Manager	.50 FTE	\$ 39,000.00		\$ 39,000.00
Program Specialist (Support scaling of CYES)	.50 FTE	\$ 25,000.00	\$ 20,000.00	\$ 45,000.00
<b>Sub-total Career Staff Salaries</b>		<b>\$ 462,875.00</b>	<b>\$ 121,000.00</b>	<b>\$ 583,875.00</b>
<b>Fringe Benefits @ 25%</b>	Health & Dental Insurance, Paid Time Off	\$ 115,718.75	\$ 30,250.00	\$ 145,968.75
<b>Sub-total Career Staff Salaries &amp; Benefits</b>		<b>\$ 578,593.75</b>	<b>\$ 151,250.00</b>	<b>\$ 729,843.75</b>
<b>Personnel Expenses - Temporary Salaries</b>				
CYES Energy Specialist Salaries	124 youth x 207 hours @ \$9.50/hr	\$ 215,808.00	\$ 27,000.00	\$ 242,808.00
CYES Leaders-in-Field-Training (LIFT) Salaries	10 youth x 300 hours @ \$11/hr	\$ 33,000.00		\$ 33,000.00
CYES Site and Outreach Managers	26 managers @ \$6400/manager	\$ 166,400.00		\$ 166,400.00
<b>Sub-total Temporary Salaries</b>		<b>\$ 415,208.00</b>	<b>\$ 27,000.00</b>	<b>\$ 442,208.00</b>
<b>Payroll tax @ 12%</b>		<b>\$ 49,824.96</b>	<b>\$ 3,240.00</b>	<b>\$ 53,064.96</b>
<b>Sub-total Temporary Salaries &amp; Taxes</b>		<b>\$ 465,032.96</b>	<b>\$ 30,240.00</b>	<b>\$ 495,272.96</b>
<b>Total Salaries, Benefits &amp; Taxes</b>		<b>\$ 1,043,626.71</b>	<b>\$ 181,490.00</b>	<b>\$ 1,225,116.71</b>
<b>Program Expenses (Direct)</b>				
<b>Contractual</b>				
Independent Contractor-Mental Health	Mental health services for Green Bridge participants: \$75/hr x 134 hrs - based on going rate for MSW/MFT	\$ 10,000.00		\$ 10,000.00
<b>Travel</b>				
Travel	Travel to national conferences and events to support scaling of CYES	\$ 1,000.00	\$ 2,000.00	\$ 3,000.00
Auto Fuel	Fuel for Green Bridge program van		\$ 1,500.00	
Transportation for Programs	Mileage reimbursed @ \$.55/mile to implement Green House Calls	\$ 45,250.00		\$ 45,250.00
<b>Other</b>				
Licenses (Vehicle, Business, etc.)	Business licenses, van registration, etc.	\$ 1,950.00	\$ 300.00	\$ 2,250.00
Telephone & Telecommunications	Cell phones for all site and outreach managers and CYES staff	\$ 7,500.00	\$ 900.00	\$ 8,400.00
Internet & Technology	Internet connection at each CYES site	\$ 6,130.00	\$ 320.00	\$ 6,450.00
Dues, Books & Subscriptions	New curriculum materials	\$ 800.00		\$ 800.00
Postage, Shipping, & Delivery	Shipping of energy efficiency measures, mailings to customers	\$ 4,000.00	\$ 200.00	\$ 4,200.00
Printing & Copying	Printing of marketing materials, Green House Call forms, and training manuals	\$ 11,150.00	\$ 1,600.00	\$ 12,750.00
Marketing	Advertising, event registration fees	\$ 8,000.00		\$ 8,000.00
Student Fees	Berkeley City College enrollment fees for Green Bridge participants		\$ 1,600.00	\$ 1,600.00
Loss & Damages	Damages resulting from implementation of Green House Calls	\$ 3,000.00	\$ 500.00	\$ 3,500.00
Recruitment	Participant recruitment	\$ 4,375.00	\$ 120.00	\$ 4,495.00
Food & Meals	Snacks for participants	\$ 10,443.29	\$ 1,433.64	\$ 11,876.93
Support Services	Bus passes, clothing, GED testing fees, etc. for low-income participants		\$ 2,000.00	\$ 2,000.00
Staff Development & Conferences		\$ 2,750.00	\$ 1,000.00	\$ 3,750.00
<b>Supplies</b>				
Materials	Energy efficiency measures installed during Green House Calls	\$ 142,500.00		\$ 142,500.00
Office Supplies	Computers and other supplies for each CYES site	\$ 11,150.00	\$ 400.00	\$ 11,550.00
Tools	Tools required for Green House Calls, such as ladders, screwdrivers, wrenches, etc.	\$ 4,875.00		\$ 4,875.00
<b>Equipment</b>				
Equipment Maintenance	Computer maintenance	\$ 1,500.00		\$ 1,500.00
Auto Maintenance & Repairs	Van maintenance		\$ 1,000.00	\$ 1,000.00
<b>Total Program Expense</b>		<b>\$ 276,373.29</b>	<b>\$ 14,873.64</b>	<b>\$ 291,246.93</b>
<b>Total Personnel &amp; Program Expense</b>		<b>\$ 1,320,000.00</b>	<b>\$ 196,363.64</b>	<b>\$ 1,516,363.64</b>
<b>Indirect Costs</b>	10%	\$ 132,000.00	\$ 19,636.36	\$ 151,636.36
<b>TOTAL EXPENSE</b>		<b>\$ 1,452,000.00</b>	<b>\$ 216,000.00</b>	<b>\$ 1,668,000.00</b>

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## PROJECT SUMMARY:

**Organization:** Since 1994, Rising Sun Energy Center (Rising Sun) has evolved from a modest renewable energy education center into a leading green workforce development, environmental education and retrofit services organization serving communities around the California Bay Area. Rising Sun's mission is to empower individuals to achieve environmental and economic sustainability for themselves and their communities. California Youth Energy Services (CYES), in operation since 2000, is Rising Sun's flagship youth employment and environmental education program.

**Leadership:** Rising Sun's diverse staff team draws on educational and work experience gained both nationally and abroad. The Rising Sun management team and CYES key personnel contribute expertise in a range of fields, including youth development, environmental education, social welfare, public policy, workforce development, business, community and economic development, organizational management, counseling, and community outreach. Please see Appendix III, *Programmatic Capability*, for a full list of the staff team and their qualifications.

**Key Partners:** CYES's success, and much of its funding, is built on a long history of partnerships with power and water utilities, foundations, local government bodies, schools, and community organizations. Contracts with Pacific Gas & Electric (administered through the East Bay Energy Watch and the Marin Energy Watch Partnerships), East Bay Municipal Utility District, Alameda County Water District, North Marin and Marin Municipal Water Districts, and the multiple cities where CYES operates provide funding for operations. Private foundations (S.D. Bechtel, Jr., Dean Witter and Miranda Lux) support much of the youth leadership training and professional development components, while relationships with numerous schools, local government agencies and community organizations facilitate participant and client recruitment and provide operational space for our satellite sites. Berkeley City College is our academic partner for the Green Bridge Academy, a specialized component of the CYES program. Please see Appendix III, *Programmatic Capability*, for full list of CYES partners.

**Summary:** Rising Sun has never received funding for CYES from the EPA's Environmental Education (EE) Grant Program. The CYES model incorporates all of the key elements of EE as defined by the EPA. Youth participants, employed as Energy Specialists, develop climate and energy literacy informed by the *Excellence in EE* series during their employment training. This knowledge is internalized through hands-on experience working as Energy Specialists, conducting energy and water assessments and mini-retrofits in residential homes through CYES's *Green House Call*, where learning moves from awareness to action. As part of the *Green House Call* Energy Specialists share their knowledge with residents, with the goal of generating behavior change through first-hand learning of how energy and water is used in their homes. Educational materials left at the home, follow-up surveys, and lower utility bills that provide financial incentives continue to reinforce residents' learning and new conservation practices.

Over the past 13 years, Rising Sun has successfully replicated the CYES program in 12 cities throughout the Bay Area, resulting in a turnkey model that could easily be exported elsewhere in the country. The CYES program addresses two EPA priorities – Community Projects and Career Development. Through its focus on energy efficiency and water conservation, CYES also supports the EPA's priority of protecting air quality. The CYES program's goals include: 1) increasing youth and resident energy efficiency and water conservation knowledge; 2) increasing youth employability and professional skills while exposing them to green careers; 3) providing residents with direct energy and water savings; 4) reducing human contributions to climate change; and, 5) affecting behavior change that improves the environment and fosters environmental stewardship.

**Implementation:** Youth Energy Specialists receive training to conduct *Green House Calls* in their communities throughout the Bay Area. Each *Green House Call* consists of a free energy and water conservation assessment, client education and mini-retrofit. Ongoing professional development workshops further increase employability skills, provide a forum for the exploration of environmental issues, and offer participants the opportunity to investigate career pathways in environmental and energy-related fields.

**Audience:** CYES will employ 134 young adults (ages 15-22) who represent the diversity of the Bay Area communities in which they reside. Serving as Energy Specialists, these young adults in turn will serve 3,500 households, specifically targeting hard-to-reach residents (including renters, non-English speaking households, and low-moderate income homes). The Green Bridge Academy will enroll 20 low-income young adults (ages 18-24), who face multiple barriers to education and employment.

**Costs:** EPA funds will be spent on career and temporary staff salaries, as well as direct and indirect program expenses. EPA funds will allow the CYES program to increase its capacity to provide case management and career exploration, to build new partnerships and replicate through an affiliate model, and to continue operating at least 10 program sites around the Bay Area, as well as implementing the after-school, Green Bridge Academy, and Leaders-In-Field-Training (LIFT) program components.

## PROJECT DESCRIPTION:

### 1) WHAT?

**Educational Priorities:** The CYES program addresses two priorities: 1) **Community Projects**, in which youth participants conduct basic residential energy assessments, install energy efficiency measures, educate residents about energy and water conservation, and promote environmental stewardship and behavior change through direct engagement with community members, resulting in lower energy and water usage; and, 2) **Career Development**, through which youth participants build their own climate and energy literacy through training, teaching others, and through real-world work experience and green career exploration.

**Environmental Priorities:** The CYES project, through its focus on energy efficiency, water conservation and environmental education, clearly addresses the EPA's environmental priority of protecting air quality by preventing pollution, as well as maintaining indoor air quality in residential homes. Improving energy efficiency – by installing gas, electric, and water conservation measures; providing education; and, incentivizing behavior change through lower utility bills – reduces air pollution caused by electricity and natural gas production and is a critical step toward mitigating climate change. Water conservation is also critical to environmental health, particularly in California – water conservation measures have the double benefit of reducing the amount of water used, and reducing the amount of energy needed to transport and heat that water.

**Goals & Vision:** Since 2000, CYES has trained over 900 youth and served over 20,000 Bay Area households. As a youth employment, energy efficiency retrofit and environmental education program, CYES provides much-needed opportunities for youth and young adults to gain transferable job skills in a productive setting where they receive coaching and mentoring, while increasing the broader community's awareness and use of sustainable practices. The CYES program simultaneously serves youth, communities, and the environment through five major goals:

1. To increase both youth and residents' knowledge of energy efficiency and water conservation
2. To increase youth employability and professional skills and expose them to careers in environmental fields
3. To provide residents with direct energy and water savings
4. To reduce human contributions to climate change
5. To affect behavioral change that improves the environment and fosters environmental stewardship

By targeting low-income and minority youth, and hard-to-reach Bay Area residents, CYES commits to educating and empowering the very individuals who are most vulnerable to the adverse effects of climate change. These individuals, therefore, have the greatest stake in affecting lasting and sustainable change in their communities. The specialized Green Bridge Academy component of CYES, which combines academics with CYES's hands-on work experience and provides intensive case management in a semester-long, full-time program, connects underserved, low-income young adults (ages 18-24) with multiple barriers to higher education as a pathway to rewarding green careers and a life of environmental stewardship.

CYES has grown from operating one program site in 2000, to over 12 sites in 2012. This means that each year, Rising Sun has successfully replicated the program in more communities across the Bay Area. To support this continued growth, Rising Sun has codified all aspects of the program, making it easy to set up a new site from scratch. As a result, the CYES program is a turnkey model, with training manuals, facilitator guides, operational guidelines, forms, and a customized online client management and data tracking system. All of these elements could be easily exported to any community across the nation. Each summer, Rising Sun trains over 100 youth and 20 managers to run a successful program. Given the turnkey nature of CYES and our experience in scaling the program, we are confident in our ability to share our model with the goal of advancing the environmental education field.

**Environmental Stewardship:** CYES Energy Specialists provide free energy and water conservation audits, mini-retrofits, and education through the *Green House Call* to residents in their communities. Energy Specialists receive training on energy efficiency and climate change, and learn how to educate residents about a range of conservation practices. During the *Green House Call*, Energy Specialists install free energy- and water-saving devices, including CFLs, high-efficiency showerheads and aerators, pipe insulation, clotheslines, and powerstrips, and provide personalized recommendations and education for further energy savings in the home. Energy Specialists then send residents a follow-up report that

includes more detailed recommendations for saving energy, water, and money. Through this experience, Energy Specialists learn the importance of customer service, and gain technical expertise in basic residential energy assessments, hardware installation, community education, and outreach. While the Energy Specialists are building a foundation for a green career, residents are learning sustainable practices that reduce both their utility bills and greenhouse gas emissions. The impact is thus multi-fold, providing the tools for both youth and residents to become environmental stewards who use energy and natural resources more efficiently.

## 2) WHY?

Under the growing threat of climate destabilization and environmental degradation, the United States, more than three years after the official end of the recession, is in the midst of a slow economic recovery. While millions of adults are unable to find work that will enable them to support their families, youth struggle not only to find meaningful jobs that will lead to productive careers, but struggle to find any employment at all. Although the national youth unemployment rate has declined slightly over the past year, it is still shockingly high at 23.5%, when compared to its low of 14.8% six years ago, according to the US Bureau of Labor Statistics. California's young people are faring even worse, with an unemployment rate surpassing 35% in October 2012, according to the *California Labor Market Review*.

CYES not only provides meaningful employment to youth in the short term, it also creates pathways to green careers, particularly relevant in this economy, by emphasizing career development. According to the 2011 Brookings Institution report, *Sizing the Clean Economy: A National and Regional Green Jobs Assessment*, the green economy outperformed other sectors during the recession, and offers more opportunities and better pay for low- and middle-skilled workers with median wages 13% higher than median U.S. wages.

CYES's community project model is particularly timely, employing the *Green House Call* to engage thousands of local residents in a hands-on environmental educational experience that cultivates energy efficient practices to conserve resources and protect air quality. In its 2008 *Long-Term Energy Efficiency Strategic Plan*, the California Public Utilities Commission stated that "California is the second-largest greenhouse gas (GHG)-emitting state in the U.S. and electricity production is the second largest source of carbon emissions in CA, accounting for some 32% of its total... With a growing population, increasing demand for energy, and the pressing need to reduce GHG emissions in a rapid and low-cost manner, there has never been a more important time for energy efficiency in California."

Moreover, Rising Sun's commitment to engaging a diverse group of youth participants and residents, and our emphasis on targeting under-served young adults through the Green Bridge Academy, is critical. California's 2008 *Long-Term Energy Efficient Strategic Plan* "calls for promoting the inclusion of low-income, minority, and disadvantaged communities in energy efficiency training programs; establishing energy education and training for employment in the energy efficiency workforce at all levels of California's educational system; and, engaging in a collaborative effort among state agencies, educational institutions, community-based and non-profit organizations, private industry, and labor to these ends." Furthermore, a recent 2012 report by the Center on Wisconsin Strategy at the University of Wisconsin-Madison, entitled *Greener Reality: Jobs, Skills, and Equity in a Cleaner U.S. Economy*, acknowledges that devastation arising from climate change will most directly impact poor, vulnerable, and disenfranchised communities. Introducing youth from these communities to green careers and focusing young talent on pressing environmental issues are necessary steps toward addressing poverty, racial inequality, and the ecological challenges facing our planet.

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Given CYES's unique and successful program design – which simultaneously addresses our regional and national economic and ecological challenges – replicating the CYES model would greatly advance the field of environmental education. CYES provides a tremendous opportunity to engage young people and their communities in building a more sustainable future.

## 3) HOW?

The CYES program utilizes a youth employment and training model that provides young people with both job training and direct work experience, while fostering environmental stewardship. Both the CYES after-school and summer employment programs include one week of intensive training followed by 6-12 weeks of field work, where youth Energy Specialists

provide *Green House Calls* to their community. Youth receive ongoing in-field supervision and participate in weekly professional development workshops to continue building their technical and professional skills. Through CYES, Energy Specialists gain technical expertise in basic residential energy auditing, hardware installation, energy education, and marketing.

Through Green Bridge Academy, a specialized component of the CYES program targeting underserved young adults, mornings are spent at Berkeley City College, where students take math, English reading and writing, computer and multimedia skills, eco-literacy (with the *ROOTS of Success* curriculum), and counseling classes, to help them successfully navigate the college and financial aid systems. Afternoons are spent participating in life skills workshops and a paid internship through CYES, where Green Bridge participants provide *Green House Calls* to community residents.

The Leaders-In-Field-Training (LIFT) program provides CYES alumni with the opportunity to further develop their leadership skills and help manage site operations. LIFT participants take part in additional training throughout the summer, assist site managers with outreach, paperwork, and supervision, and provide peer-led professional development workshops to the Energy Specialists at their site. Some LIFT participants stay engaged with Rising Sun throughout the school year, participating in local and international community service projects.

CYES is therefore a multi-faceted, year-round program that serves youth, local residents, and the environment. To achieve our expected outcomes, Rising Sun establishes satellite offices each summer in partner cities, and maintains two satellite offices during the school year. For seven weeks in the summer, and 10-12 weeks during the after-school and Green Bridge programs, CYES Energy Specialists convene at their local office and work in teams of two to provide *Green House Calls* and market the program. *Green House Calls* are open to Pacific Gas & Electric (PG&E) customers in Alameda, Contra Costa, and Marin counties; residents can contact Rising Sun during the year to schedule an appointment or be put on the waitlist.

Elements of the CYES program model include:

- An outreach campaign customized to each partner city, launched 3-6 months in advance of the program start date
- Satellite offices staffed with an Outreach Manager, Site Manager, 8-12 Youth Energy Specialists, and a LIFT (Leader-In-Field-Training) Energy Specialist
- Scheduled appointments to maintain professionalism and positive community image
- Teams of two to conduct each *Green House Call*, ensuring that a legal adult over the age of 18 is in the home at all times

Each *Green House Call* provides renters and homeowners, regardless of income, with a free energy and water conservation assessment, education, and mini-retrofit. Although CYES provides services to all community members, it was designed to serve hard-to-reach residents including renters, low-moderate income households, and non-English speaking households who often miss out on services due to language barriers. CYES brings services directly to these households via bilingual Energy Specialists and renter-specific marketing. Since Energy Specialists are hired directly from the communities they serve, their language skills mirror the community itself and allow increased access to non-English speaking households. CYES places primary importance on connecting with each client, and providing reliable, trustworthy, and relevant information, so that clients gain a new level of access to efficiency information.

A CYES *Green House Call* includes:

- A walk-through of the house with the client to identify energy-saving opportunities, using a *Green House Call* form
- Replacing all incandescent bulbs with free energy-saving CFLs
- Installing free efficient-flow faucet aerators and showerheads
- Inspecting all toilets for efficiency and leaks
- Exchanging energy-wasting halogen floor lamps for efficient fluorescent versions
- Checking the attic insulation of the home
- Installing a free retractable clothesline to reduce dryer use, or a free power strip to reduce phantom load from electronic devices
- Providing personalized energy and water conservation education and tips
- A customized report emailed to the client after the CYES appointment that includes a summary of work and additional education and tips



Finally, Energy Specialists leave each client with a feedback card to solicit comments and referrals, an energy- and water-saving tip magnet, local utility rebate information, and nearby recycling and hazmat information for proper disposal of CFLs and other materials. All installations are recorded in our client management software system, which allows us to quantify energy savings and customers served.

The CYES curriculum currently includes many of the essential principles outlined in the guidelines from the *National Project for Excellence in EE*, specifically in the areas of Climate Literacy and Energy Literacy. Through 45 hours of training, Energy Specialists learn about the physical aspects of climate change, current and future energy sources, and freshwater resource distribution to provide context and meaning to the technical elements of their jobs. Staff trainers teach youth the fundamentals of the greenhouse effect, the impact of human activities on Earth's climate systems, projected consequences of climate change, and mitigation strategies. Youth also learn how energy is used in homes, environmental and health impacts of current energy production, and the value and potential of renewable energy sources. Not only is this knowledge critical when educating communities about the need for energy conservation and efficiency, but it also promotes personal responsibility and self-efficacy among CYES staff and Energy Specialists, critical dispositions for creating environmentally responsible behavior. Rising Sun was selected to present the CYES model at the 2012 *North American Association for Environmental Education Annual Conference*, where its programs were showcased as an innovative approach for teaching about climate change.

CYES encourages behavior change that improves the environment and increases environmental stewardship by:

- Training youth on energy efficiency, water conservation, climate change, and sustainability
- Employing youth in the green industry as residential Energy Specialists where classroom learning translates to action as they participate in the *Green House Call* process
- Empowering youth to be environmental educators in their communities on the topics of energy efficiency, water conservation, climate change, and sustainability during *Green House Calls*
- Providing education regarding home energy and water usage and actionable tips to customers as part of the *Green House Call*
- Demonstrating the value of environmental stewardship to customers by delivering savings to community members via energy efficiency and water conservation installations during *Green House Calls*

Each of these project components encourages behavior change and environmental stewardship by increasing awareness of environmental issues, providing skills or mechanisms to address those issues, and offering financial incentives through lower utility bills to adopt practices and take responsibility for improving the environment.

**Program Replication:** Over the past ten years, Rising Sun has developed an internationally-recognized youth employment, empowerment, and training model that fosters environmental stewardship among youth participants and community members, while delivering direct energy savings. Recently, Rising Sun was invited to participate in the 2012 World Innovation Summit for Education (WISE) conference in Qatar, for the unveiling of *The 2012 WISE Book* (Bloomsbury Publications), in which Rising Sun is featured as one of 15 international high-impact projects demonstrating innovation at the intersection between education and the workforce.

The CYES program is unique because it: 1) educates youth and community members on environmental issues; 2) trains and employs youth in the environmental field; and, 3) directly saves energy and water in peoples' homes. We believe that this triple benefit makes the program worth sharing and replicating.

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Rising Sun believes that the innovative success of this model should not be restricted to the geographic area in which we currently operate. Within the past five years, Rising Sun has been approached by several national and international organizations to share our model – the Green Cadre program in San Jose, CA, the Southwest Youth Collaborative in Chicago, IL, the Aletheia House in Birmingham, AL, and the Dusseldorp Skills Forum in Australia – are just a few examples. (Please see Appendix III, *Programmatic Capability*, for full list of organizations.) Successfully replicating the CYES model by sharing it with other organizations and expanding our geographic reach would allow us to advance our mission on a broader scale. EPA funding will support a 0.5 FTE Program Specialist to market and identify both additional Bay Area and national partners. Given Rising Sun's proven experience replicating the CYES program in a dozen cities over the past 13 years, and the turnkey nature of the CYES program, we are confident in our ability to share the model and assist in replicating it in a variety of settings.

#### 4) WHO?

**Target Audience – CYES Participants:** Participants represent the diversity of the Bay Area communities in which the program operates. Although demographic information varies slightly from year to year, the 2012 data provided below provides a representative snapshot of our youth Energy Specialists.

CYES 2012 Youth Energy Specialist Demographics			
Ethnicity		Bilingual Languages	
African American	28%	Spanish	19%
Caucasian	25%	Chinese	6%
Asian/Pacific Islander	20%	French	5%
Latino	18%	Punjabi and Hindi	5%
Other	8%	Khmu	2%
Decline to State	1%	Other	12%
Gender		First Green Job	
Male	57%	Yes	97%
Female	43%	No	3%
Education and Work Status		Plans to Continue in Green Industry	
High School	50%	Yes	45%
College, 2-yr	26%	No	11%
College, 4-yr	21%	Interest in other Rising Sun Programs	31%
Out of School (Drop Out)	0%	Interest in Career Advice	36%

The 20 participants in the Green Bridge Academy component are all very low-income, and are not in school or working at the time of enrollment. They may face other barriers to education and employment such as homelessness, teenage parenting, history of substance abuse, trauma, and/or juvenile delinquency.

**CYES Clients:** The CYES program provides services to all community members regardless of income. However, it was designed to serve hard-to-reach residents including renters, non-English speaking households who often miss out on services due to language barriers, and low-moderate income households. Although demographic information varies slightly from year to year, the 2012 data provided below provides a representative snapshot of our clients.

CYES 2012 Client Demographics			
Ethnicity		Language	
Caucasian	37%	English	72%
Hispanic/Latino	21%	Spanish	14%
Asian/Pacific Islander	19%	Chinese	3%
African American	14%	Hindi	5%
Other	9%	Other	6%
Household Information		Additional Information	
Renters	42%	Persons with Disabilities	14%
Low-moderate income	68%	Senior Citizens	22%

**Recruitment plan:** Each year Rising Sun seeks to employ a diverse group of youth representative of their local communities by reaching out to multiple community partners in each city of operation during the recruitment process. Relationships with key staff (i.e. college and career counselors and lead teachers) at multiple high schools, community colleges, non-profit organizations and city agencies (such as Richmond YouthWorks) support the recruitment of CYES and Green Bridge participants every year. Additionally, as Green Bridge specifically targets under-served young adults with an interest in pursuing a college education, we also reach out to homeless shelters, foster youth programs, the juvenile justice system, community centers, and other community-based organizations serving young adults to solicit participant referrals.

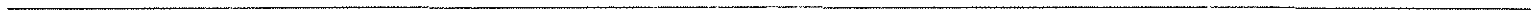
Rising Sun also coordinates with multiple local agencies to increase community engagement with the CYES program. During the outreach campaigns, which are launched 3-6 months in advance of the program start date, our marketing teams attend multiple community events such as farmer's markets, Earth Day, Cinco de Mayo, and July 4<sup>th</sup> events. Additionally, we rely on local agencies and city governments to publicize CYES's free services in their newsletters and websites, and utilize local media to advertise our services. Utility companies and water districts have also provided bill inserts for their customers.

## PROJECT EVALUATION:

The outputs, measures, and outcomes for the CYES program are outlined in the attached logic model. During the grant period, we will implement all aspects of the CYES program. The Green Bridge Academy program will begin recruitment in the spring of 2013, for the Fall 2013 and Spring 2014 cohorts. In addition to the work portion conducting *Green House Calls*, 20 Green Bridge participants will enroll as students at Berkeley City College, where they will take academic classes that serve as a first step towards a green and/or STEM career. During these classes, they will participate in in-depth investigation of environmental issues, and develop their basic math and literacy skills. They will also engage in career exploration and goal-setting, to help each participant map out his or her career plan. The CYES after-school program will operate in its Marin County site in Fall 2013 and Spring 2014, employing 12 youth as Energy Specialists each season. Participants will engage in training and gain work experience conducting *Green House Calls*, as well as engaging in career exploration activities. The CYES summer program will begin with outreach to homeowners and renters interested in receiving the *Green House Call* service. Staff will also conduct recruitment of Energy Specialists during Spring 2013 for the Summer 2013 program. Training will take place in June 2013, during which all Energy Specialists will improve their environmental and energy literacy, and learn the technical skills needed to perform their job. All Energy Specialists will also receive information about green career pathways in their area. During the ensuing six weeks, the 80 Energy Specialists and 10 LIFT will conduct *Green House Calls*. Combined, all CYES sites will serve more than 3,500 homes.

Progress toward goals is tracked using multiple methods and assessment tools. All Energy Specialists complete an initial *Pre-Employment Survey* tracking demographic information, education and employment history, and employability. Energy Specialists also take a *Conservation Knowledge and Technical Skills Pre- and Post-test*, to measure skills improvement as a result of the program. Professional and employability skills are also evaluated qualitatively through mid- and post-program *Performance Reviews* conducted by Site Managers. At the end of the program, participants complete a *Post-Employment Survey* evaluating their experience and indicating its impact on their career interests. Data regarding clients served with *Green House Calls*, as well as data regarding energy and water savings, are recorded through *Green House Call* forms completed by the Energy Specialists on-site, and then tracked and reported through our customized database, the Rising Sun Runner. The Runner uses calculations provided by PG&E to measure deemed energy savings over the life of each measure installed, and syncs with the PG&E client database to track and verify homes served.

In regards to program replication, Rising Sun will secure a partnership with at least one new Bay Area city to implement the CYES program, and present the program model at least once at a regional and/or national conference in order to identify and assist potential affiliates interested in launching a CYES program in their area. The Program Specialist will develop and update online and printed materials to strengthen our affiliate model, and work with at least one new affiliate to launch a local CYES program.



PROJECT COMPONENT	ACTIVITIES
Program Design and Planning	Marketing and outreach to community renters and homeowners
	Youth recruitment and hiring
	Manager and LIFT recruitment and hiring
	Inventory and purchasing tools, equipment and materials
	Hire Program Specialist to work on CYES expansion replication
Program Training and Implementation	Site set-up and distribution of tools, equipment and materials
	LIFT Training: two-day technical and professional training
	Manager and LIFT Trainee one-week technical training
	Youth Training: technical professional training
	Youth Training: career exploration workshops
	Program Implementation weeks of <i>Green House Calls</i> (summer); 10-12 weeks of <i>Green House Calls</i> (after-school)
	Train Program Specialist on CYES operations

summer 2013; the after-school (AS) program operating out of Marin County ing (ON) work scaling the CYES program model.

Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan 2015	Feb	Mar	Apr	May
AS				SUM			AS				
			SUM	SUM		AS					
		SUM				AS					
NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	

-2014\*



## California Youth Energy Services (CYES) Timeline

PROJECT COMPONENT	ACTIVITIES	Jun 2013	Jul	Aug	Sep	Oct	Nov	Dec	Jan 2014	Feb	Mar	Apr	May
	Develop new program and marketing materials to promote affiliate model				ON	ON	ON	ON	ON	ON	ON	ON	
	Identify forums and share the CYES program model with potential partners and affiliates					ON	ON	ON	ON	ON	ON	ON	
	Identify at least one new Bay Area partner city and/or one new affiliate to replicate the CYES program				ON	ON	ON	ON	ON	ON	ON	ON	
	Site breakdown and close-out			SUM				AS					
Program Close, Evaluation and Reporting	Data analysis and translation				SUM	SUM		AS					
	Program evaluation and reporting					SUM			AS				
	Third Party Program Evaluation for Scaling	ON	ON	ON	ON	ON	ON	ON					

\*This timeline represents activities for: the summer (**SUM**) program operating throughout the East Bay and in Marin County operating during *Fall 2013 & Spring 2014*; the Green Bridge Academy (**GBA**) program operating in Berkeley during *Fall 2013 & Spring 2014*; and, the

### California Youth Energy Services (CYES) Timeline 2013-2014\*

PROJECT COMPONENT	ACTIVITIES	Feb 2013	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan 2014	Feb	Mar	Apr	May	Jun
Program Design and Planning	Marketing and outreach to community renters and homeowners	SUM	SUM	SUM	SUM	SUM	SUM	SUM	AS GBA	AS GBA	AS GBA	AS GBA	AS GBA	SUM AS GBA	SUM AS GBA	SUM AS GBA	SUM	SUM
	Youth recruitment and hiring	SUM	SUM GBA	SUM GBA	SUM GBA	GBA	GBA	AS	AS	GBA	GBA	AS GBA	AS GBA					
	Manager and LIFT recruitment and hiring	SUM	SUM	SUM	SUM			AS	AS			AS	AS	SUM	SUM	SUM	SUM	
	Inventory and purchasing of tools, equipment and materials			SUM	SUM		GBA AS	GBA AS			AS	AS	GBA	GBA		SUM	SUM	
	Hire Program Specialist to work on CYES expansion and replication			ON	ON													
Program Training and Implementation	Site set-up and distribution of tools, equipment and materials					SUM		GBA	AS									SUM
	LIFT Training: two-day technical and professional training				SUM												SUM	
	Manager and LIFT Training: one-week technical training					SUM			AS					AS				SUM
	Youth Training: technical and professional training					SUM			AS GBA					AS GBA				SUM
	Youth Training: career exploration workshops						SUM	SUM	AS GBA	AS GBA	AS GBA	AS GBA			AS GBA	AS GBA	AS GBA	
	Green Bridge Academy: academic coursework								GBA	GBA	GBA	GBA		GBA	GBA	GBA	GBA	

### California Youth Energy Services (CYES) Timeline 2013-2014\*

PROJECT COMPONENT	ACTIVITIES	Feb 2013	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan 2014	Feb	Mar	Apr	May	Jun
	Program Implementation: six weeks of <i>Green House Calls</i> (summer); 10-12 weeks of <i>Green House Calls</i> (after-school and <i>Green Bridge</i> )					SUM	SUM	SUM	AS GBA	AS GBA	AS GBA	AS GBA		AS GBA	AS GBA	AS GBA	AS GBA	
	Train Program Specialist in CYES operations					ON	ON	ON										
	Develop new program and marketing materials to promote affiliate model								ON	ON								
	Identify forums and share the CYES program model with potential partners and affiliates									ON	ON	ON	ON	ON	ON	ON		
	Identify at least one new Bay Area partner city and one new affiliate to replicate the CYES program												ON	ON	ON	ON	ON	ON
Program Close, Evaluation and Reporting	Site breakdown and close-out							SUM				AS GBA					AS GBA	
	Data analysis and translation								SUM	SUM		AS GBA					AS GBA	
	Program evaluation and reporting									SUM			AS GBA					AS GBA

\*This timeline represents activities for: the summer (SUM) program operating throughout the East Bay and in Marin County operating during *Summer 2013*; the after-school (AS) program operating out of Marin County during *Fall 2013 & Spring 2014*; the Green Bridge Academy (GBA) program operating in Berkeley during *Fall 2013 & Spring 2014*; and, the Ongoing (ON) work scaling the CYES program model.

### California Youth Energy Services (CYES) Logic Model

Outputs	Measure	Outcomes		
		Short-term	Medium-term	Long-term
<ul style="list-style-type: none"> <li>Recruit and hire 134 youth as Energy Specialists, Leaders-in-Field-Training (LIFT), and Green Bridge Academy participants</li> </ul>	<ul style="list-style-type: none"> <li>Enrollment data</li> <li>Mid- and post-program <i>Energy Specialist Performance Reviews</i></li> <li><i>Post-Employment Survey</i></li> </ul>	<ul style="list-style-type: none"> <li>134 youth will participate in employment and education in an environmental field</li> <li>75% of youth will receive Outstanding (4) or Good (3) ratings on their <i>Performance Review</i> in five of ten skill categories</li> <li>80% of youth will indicate overall improvement in skill development attributable to the CYES program</li> </ul>	<ul style="list-style-type: none"> <li>Increase access to higher education, particularly among low-income youth who face barriers to employment and education</li> <li>Increase employability, particularly among low-income youth who face barriers to employment and education</li> </ul>	<ul style="list-style-type: none"> <li>Improve economic sustainability, particularly among those who have been historically disenfranchised</li> </ul>
<ul style="list-style-type: none"> <li>Provide a minimum of 45 hours of environmental education and technical training per youth</li> </ul>	<ul style="list-style-type: none"> <li>Pre- and post- <i>Conservation Knowledge &amp; Technical Skills Test</i></li> </ul>	<ul style="list-style-type: none"> <li>80% of youth will increase energy and climate literacy</li> <li>80% of youth will increase energy efficiency, water conservation, and materials installation knowledge</li> </ul>	<ul style="list-style-type: none"> <li>Increase youth understanding of the causes and consequences of climate change</li> <li>Increase knowledge of energy efficiency and water conservation</li> </ul>	<ul style="list-style-type: none"> <li>Inspire environmental stewardship and civic responsibility for resource conservation</li> </ul>
<ul style="list-style-type: none"> <li>Participate in 50 community events and meetings, and conduct outreach, to garner clients and provide education about energy efficiency</li> <li>Provide 3,500 residents with Green House Calls</li> <li>Install 25,000 energy and water saving measures throughout the program year</li> </ul>	<ul style="list-style-type: none"> <li>Client data as reported in the <i>Rising Sun Runner</i> database</li> <li>Energy and water savings data as reported in the <i>Runner</i> database</li> </ul>	<ul style="list-style-type: none"> <li>Provide annual energy savings of 1,340,000 kilowatt-hours of electricity and 27,000 natural gas therms</li> <li>Provide annual water savings of 3,900 gallons per minute of usage</li> </ul>	<ul style="list-style-type: none"> <li>Provide annual reductions of 1,000 metric tons of CO<sub>2</sub> greenhouse gas emissions, particularly in neighborhoods most vulnerable to the impact of climate change</li> </ul>	<ul style="list-style-type: none"> <li>Mitigate climate change by reducing energy and water use</li> <li>Mitigate health and environmental impacts of climate change on low-income neighborhoods in the Bay Area</li> </ul>

Outputs	Measure	Outcomes		
		Short-term	Medium-term	Long-term
<ul style="list-style-type: none"> <li>• Provide all participants with information about green career pathways</li> <li>• Provide 20 hours of career exploration and career development training to Green Bridge participants</li> </ul>	<ul style="list-style-type: none"> <li>• Training hours log</li> <li>• Post-Employment Program Survey</li> </ul>	<ul style="list-style-type: none"> <li>• 70% of CYES participants will express interest in pursuing a green job or study a green-related field in school</li> </ul>	<ul style="list-style-type: none"> <li>• Inspire interest in green careers, particularly among low-income communities and communities of color</li> </ul>	<ul style="list-style-type: none"> <li>• Increase number of individuals in green careers, particularly those historically and currently underrepresented in green career fields</li> </ul>
<ul style="list-style-type: none"> <li>• Provide education to each resident, including nine general energy-/water-saving tips and three tips on environmental behavior change specific to his/her household</li> <li>• Provide each client with a customized energy-saving report as part of the client conversation</li> </ul>	<ul style="list-style-type: none"> <li>• Green House Call service record forms</li> <li>• Client Follow-up Survey</li> </ul>	<ul style="list-style-type: none"> <li>• 60% of clients will indicate that they learned new information about saving water or energy from the CYES service</li> </ul>	<ul style="list-style-type: none"> <li>• Generate behavior change, particularly among residents who are most vulnerable to the impact of climate change</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce energy and water consumption</li> </ul>
<ul style="list-style-type: none"> <li>• Identify opportunity to expand the CYES program into at least one new Bay Area city</li> </ul>	<ul style="list-style-type: none"> <li>• Number of opportunities identified</li> </ul>	<ul style="list-style-type: none"> <li>• Secure a partnership with at least one new Bay Area city to implement the CYES program</li> </ul>	<ul style="list-style-type: none"> <li>• Implement the CYES program in a new Bay Area city</li> </ul>	<ul style="list-style-type: none"> <li>• Expand the reach of the CYES program in the Bay Area</li> </ul>
<ul style="list-style-type: none"> <li>• Identify opportunities to share the CYES program model with a national audience</li> </ul>	<ul style="list-style-type: none"> <li>• Number of conference presentation proposals submitted and accepted</li> </ul>	<ul style="list-style-type: none"> <li>• Present program model at least once at a regional and/or national conference</li> </ul>	<ul style="list-style-type: none"> <li>• Identify affiliate(s) to provide with assistance in launching a CYES program in their area</li> </ul>	<ul style="list-style-type: none"> <li>• Expand the reach of CYES to a national scale</li> </ul>



**Rising Sun Energy Center**  
**California Youth Energy Services (CYES)**  
**Programmatic Capability and Past Performance**

**Organizational Overview & Impact:** Rising Sun Energy Center has the organizational capacity – including partnerships, staff expertise, and experience - as well as an extensive track record of successful contracting and program implementation, to continue to effectively implement and replicate the CYES program. In addition to CYES, Rising Sun also delivers adult green job training services and operates a social enterprise. Over the past three years Rising Sun has more than doubled its organizational capacity in terms of staff, space and revenue, leading to the growth of both our youth and adult programs. Since 2009 our staff grew from six employees to 19 staff members (which does not include our seasonal employees), expanding into a larger office, warehouse and training center. Through its programs, Rising Sun has trained more than 900 youth (80% of which come from low- or moderate-income families) and over 400 low-income adults. Through CYES, Rising Sun has also served more than 20,000 Bay Area households with free audits and energy and water saving materials. Our services have saved residents over \$11 million in energy dollars, 75 million kWh of electricity, and 2 million natural gas therms, reducing over 60,000 metric tons of CO<sub>2</sub> greenhouse gas emissions. In 2012, 68% of these households were low-to-moderate income homes, 42% were renters, and 28% were non-native English Speakers. In 2013-14 Rising Sun will continue to prioritize training and serving these under-served communities.

**Track Record:** Rising Sun has successfully contracted with numerous public and private entities, including local governments, water and power utilities, foundations, and individual clients through our social enterprise. For each contract, grant or award, Rising Sun has had to track and report on outcomes. As our letters of commitment indicate, many of our relationships are long-standing, and involve substantial funding. For example, Rising Sun has contracted with the East Bay Municipal Water District for 13 years, and with PG&E (administered through QuEST) for eight years. The City of Berkeley has partnered with Rising Sun to implement CYES since its inception in 2000, and more recently has provided funding for Rising Sun's social enterprise and Green Energy Training Services (GETS) through Energy Efficiency and Conservation Block Grant (EECBG) and Community Development Block Grant (CDBG). To note, Rising Sun has successfully participated in four City of Berkeley CDBG contract cycles, including reporting. Of the three private foundations which currently support the CYES program, two (S.D. Bechtel, Jr., and Miranda Lux) have provided renewal funding, based on CYES's strong performance. Additionally, over CYES's thirteen years of operation, Rising Sun has contracted with numerous city governments each year to provide services; many of these cities have worked with Rising Sun year after year.

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**Partnerships:** CYES's success as community-based services program is built on a long history of partnership with power and water and utilities, local governmental bodies, and community organizations. CYES coordinates with multiple local agencies to increase wraparound services, program referrals, and community engagement.

**The California Public Utilities Commission (CPUC) and the Pacific Gas and Electric Company (PG&E):** Local program partnerships include the **East Bay Energy Watch** (administered through QuEST) and **Marin Energy Watch Partnership**, which are collaborations between PG&E, local governments, and energy services providers, such as Rising Sun. Generous funding for the CYES program is provided by California ratepayers under the auspices of the California Public Utilities Commission.

**Water Districts and Municipalities:**

The following water districts and departments have provided funding and support for the water conservation portion of the CYES program:

- Alameda County Water District
- East Bay Municipal Utility District
- Marin Municipal Water District
- North Marin Water District

**Government:**

The following local governments and other government partners and agencies have provided CYES with the additional support and funding needed to set-up community offices, hire and train local youth, and provide residential homes with energy and water efficiency measures and education throughout Alameda, Contra Costa, and Marin Counties:

- City of Antioch
- City of Berkeley
- City of Emeryville
- City of Fremont
- City of Hayward
- City of Livermore
- City of Oakland
- City of Pleasanton
- City of Richmond
- City of San Leandro
- City of Union City
- Lawrence Berkeley National Laboratory
- Marin County

**Community Supporters:**

CYES has also partnered with the following community organizations and schools. The following partners have provided integral support in securing program site offices, identifying and hiring local youth, and providing community connections for client recruitment:

- Alliance for Climate Education
- Berkeley Youth Alternatives
- Berkeley YouthWORKS
- Community Energy Services Corporation (CESC)
- East Bay Green Corridor
- Ella Baker Center
- Green for All
- Greenlining Institute
- Richmond YouthWORKS
- RichmondBUILD
- Solar Richmond
- The Spanish Speaking Citizens Foundation
- The Workforce Collaborative
- YMCA PG&E Teen Center

**Education Partners:**

- Albany High School
- Berkeley City College
- Berkeley High School, Green Academy
- Chabot College
- Eden ROP
- Emery Secondary School
- James Logan High School
- John F. Kennedy High School
- Kennedy High School
- Las Positas College
- Livermore High School
- Marin Oaks High School
- Mills College
- Mission San Jose High School
- Mission Valley ROP
- Oakland Tech High School
- Ohlone College
- San Rafael High School
- Terra Linda High School

**Replicability:** As described in the project description, CYES is a turn-key model which has already been successfully replicated in over a dozen cities in the Bay Area. With EPA support, Rising Sun can identify new partner sites as well as potential affiliates to expand the program and advance the field of environmental education. Interest in the CYES model already exists – as indicated below a broad range of organizations have reached out to Rising Sun over the past five years to learn more about the CYES program.

**Organizations Interested in CYES Model (partial list)**

- Advanced Transportation Technology and Energy Program (ATTE) (State of California)
- Aletheia House (Birmingham, AL)
- CDTech (Los Angeles, CA)
- City of San Jose, Green Cadre Program (San Jose, CA)
- Connect the Dots (San Francisco, CA)
- Dusseldorp Skills Forum (Australia)
- Green Energy Agents (San Francisco, CA)
- Retrofit a Million (Atlanta, GA)
- Montgomery County Community College (Pottstown, PA)
- Moontown Foundation (Shoreline, WA)
- New York Energy Smart Communities (State of New York)
- NW Center for Sustainability and Innovation (State of Washington)
- Omaha Economic Development Corporation (Omaha, NE)
- Qatar Foundation (Doha, Qatar)
- Renewal Worship Center (Denver, CO)
- SanKofa Vision Inc. (Shreveport, LA)
- Sierra Watershed Education Partnership (Lake Tahoe, CA)
- Southwest Youth Collaborative (Chicago, IL)
- UK's National Endowment for Science Technology and the Arts (London, England)
- WinWin NYC (New York, NY)

**Staff Qualifications:** Rising Sun's diverse staff team draws on educational and work experience gained both nationally and abroad. Staff bios of the Rising Sun Management Team and CYES Key Personnel are provided as follows:

**Alison Freeman, Deputy Director**

Alison Freeman joined Rising Sun in 2010, bringing a diverse skill set developed over 17 years in administration and program development in both England and America. Over the course of her career she has distinguished herself as a driving force behind improving operations, team development and financial controls. Alison has developed vocational training programs with an aim to transition youth into full time employment. She specializes in program monitoring and evaluation, using systemic thinking and strategic planning to build programs that encourage innovation and personal/professional development. Throughout her career and volunteer work, Alison has been committed to working towards providing education and training specific to the individual. Alison holds a BA in History and Social Economics from Manchester University, UK.

**Jodi Pincus, Executive Director**

Jodi joined Rising Sun in 2006 and has been serving as the Executive Director since 2007. Under her management, Rising Sun has evolved from a modest renewable energy education center into a leading green workforce development and retrofit services organization.

Jodi is a recognized expert on the green economy, youth employment frameworks, sustainable social enterprise models and workforce development. Under her leadership, Rising Sun Energy Center has developed innovative green training and employment models that are held as exemplars in both the national and international community. Jodi has participated in several policy groups, conferences, and task forces, and has been featured in the media, where she has shared her expertise on how environmental investments can create green jobs for disadvantaged communities while improving environmental quality for everyone.

Recently, Jodi has been asked to present as a panel member at Greenlining's Economic Summit on *Jobs Creation: New Models and Old Myths*, at USC Price School of Public Policy *Bay Area Policy Forum on Environmental Sustainability and Green Jobs*, and at the Presidio Graduate School on *Social Enterprise Models: Challenges and Rewards*. Upcoming, Jodi will be speaking at the 2012 San Francisco Green Festival on *Building Real Green Jobs in the Bay Area*. Jodi has also been invited to the 2012 WISE Summit in Qatar for the unveiling of the *The 2012 WISE Book* (Bloomsbury Publications) as Rising Sun is featured as one of 14 international high-impact projects demonstrating innovation at the intersection between education and the workforce.

Jodi is a thought leader and administrator with over 14 years of experience. She specializes in managing staff and programs using consensus building and conflict resolution, developing curricula, evaluating and analyzing outcomes, change management, and researching program methodology and effectiveness. Born in South Africa and a former resident of Australia, Israel and Mexico, Jodi considers herself a global citizen. She has committed much of her life to social justice and sustainability, and is dedicated to solving issues of social inequality and environmental degradation through innovative, proactive approaches. Jodi is a UC Berkeley graduate in Peace and Conflict Studies and holds a MBA from the Presidio Graduate School in Sustainable Management.

**Elena Foshay, Director of Adult Programs**

Elena Foshay joined Rising Sun in July 2010 and oversees Rising Sun's adult programs, including Green Energy Training Services (GETS) and Green Bridge Academy. She has been actively engaged in the green jobs movement for more than five years, and previously worked as Research Associate for the Apollo Alliance national office. While at Apollo, Elena was deeply involved with national and state policies that invested in green jobs and green workforce development. Elena also did research for the Labor Center at the University of California, Berkeley, where she conducted a study in Contra Costa County of opportunities in the green economy for cities and training programs. She has published several papers on strategies for job creation and for ensuring that green jobs are quality jobs.

Elena's roots are in community-based work and youth development, and she has more than a decade of experience in both the United States and Latin America. She has a strong commitment to helping young people and adults access the knowledge, opportunities and resources they need to grow and succeed while helping make the world a better, more sustainable place. She earned a Master's in Social Welfare and a MA in International and Area Studies, both from the University of California, Berkeley.

**Julia Hatton, Director of Youth Programs**

Julia joined Rising Sun in 2012 and oversees Rising Sun's youth programs, including California Youth Energy Services (CYES), Leaders-in-Field-Training (LIFT), and Youth Council. Julia has worked across industries in the public, private, and nonprofit sectors; her focus has been economic and community development and building collaborative public-private partnerships. Prior to Rising Sun, she ran the Connecticut Efficient Healthy Homes Initiative, a DOE-funded weatherization program that provided residential energy efficiency, health, and safety upgrades to low-income families statewide, while sustaining green jobs. Julia graduated from Northwestern University, and is an alumna of the Coro Fellows Program in Leadership and Public Affairs in St. Louis.

**Natesha Tabor, CYES Program Manager**

Natesha is the key program manager for both the LIFT Program and Youth Council. Natesha first joined Rising Sun as an intern in 2007 where she supported the Operations and Programs teams, assisting with the recruitment of youth, outreach and program research for the CYES summer employment program. Natesha then served as a Site Manager in Richmond before she was hired on full-time as a CYES Program Manager. Natesha received a BS in Psychology from Florida A&M University and a MA in Organizational Management from the School for International Training. In her current role, Natesha draws upon her background in youth counseling and development, as well as her experience in community work as a Peace Corps Volunteer in Namibia. As a CYES Program Manager, Natesha's responsibilities include recruitment, training, hiring, logistics, staff supervision and program development and evaluation.

**Travers McNeice, CYES Program Manager**

Travers joined Rising Sun in early 2011 as a Site Manager in San Mateo. Currently, Travers is the Marin Program Manager and is responsible for year-round operations. In the summer, his job transitions to Area Director, where he oversees and supervises CYES sites in six cities in the East Bay. Travers has a BS in Biology from UC Santa Barbara, and a MSc from Oxford University in Biodiversity Conservation & Management. Travers's background is in environmental biology and ecology, with a focus on sustainable wildlife conservation, and he has prior work experience in the youth education field. As a CYES Program Manager, Travers's responsibilities include program development, implementation and evaluation, as well as staff and participant supervision.

**Melvin Parham, Case Manager**

Melvin Parham joined the Rising Sun team as the Case Manager in July of 2011. Melvin is a Graduate of Arizona State University where he received his BA in psychology. He has more than eight years experience as a case manager, helping individuals and families obtain housing, employment, shelter, and clothing. Melvin has also taught life skills classes where clients learn about parenting, resume building, healthy boundaries, professionalism, and budgeting. Melvin is dedicated to serving as an advocate and resource for his community.

**Christina Chan, Manager of Outreach & Marketing**

Christina joined Rising Sun in early 2009. She began as the CYES Lead Marketing Intern for the Spring 2009 season, progressed to become the SmartSolar Outreach Coordinator, and was eventually promoted to Operations Manager. She is now the Marketing Manager for all of Rising Sun Energy Center's services. Christina graduated from UC Berkeley with a major in Mass Communications and a minor in Education. She has worked heavily with youth in the past through summer camps and mentoring programs. She also previously worked for An Taisce's (the National Trust for Ireland) Green Home program in Dublin, Ireland, which sparked her love for conservation and sustainability.

**Janet Flint, *CYES Operations Coordinator***

Janet joined Rising Sun in 2011 as a volunteer for the Energy Services social enterprise to expand her experience with building efficiency improvements. In 2011 she completed the Ohlone College Building Performance and Sales course and is currently pursuing her BPI certification and mastery of Energy Pro modeling. In 2012 Janet joined the Rising Sun Energy Services team as Administrative Assistant, and later that year became the full-time CYES Operations Coordinator. Janet has a B.S. in Economics and a M.S. in Resource Economics from New Mexico State University. Her experiences include forecasting population and water use data, and years in sales and management including solar sales

**Adrian Sacharski, *CYES Community Outreach Manager***

Adrian earned a BA in Business & Marketing from Saint Mary's College. Adrian has worked with the CYES and Green Bridge programs since 2008 in community outreach and youth training capacities, in the summer, after-school and Green Bridge Academy programs.





Charles Bohlig  
Supervisor of Water Conservation  
East Bay Municipal Water District  
375 11<sup>th</sup> Street  
Oakland, CA 94607

November 18, 2012

US Environmental Protection Agency  
Environmental Education Regional Grants  
RFP # EPA-EE-12-01

**Re: 2012 Partnership Commitment**

To Whom It May Concern:

EBMUD has partnered with Rising Sun Energy Center (Rising Sun) over the past thirteen years and supports its unique program. As the Supervisor of Water Conservation at the East Bay Municipal Utility District, I currently oversee Rising Sun's contract to provide water conservation services to residential customers through its California Youth Energy Services (CYES) program.

The CYES program provides residential energy and water efficiency services and education to hard-to-reach residents, including renters, low-moderate income households, and non-native English speakers. In each home, professionally trained youth conduct a water survey to assess current water usage, install water-saving hardware, and educate residents about water saving behaviors. The CYES program is a unique model for engaging youth throughout the summer, creating tangible water savings, and educating the public. We firmly believe it is a strong model that may be replicated elsewhere in the country.

Rising Sun has received funding from EBMUD to support the CYES program over the past 13 years. In 2012, Rising Sun held a \$20,000 contract with EBMUD to provide water conservation services. In 2013, I anticipate continued funding for the program at a similar level.

Please provide your full consideration of Rising Sun's grant application. If you have any questions, please feel free to contact me at 510-287-0491.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Charles Bohlig', is written over a horizontal line.

Charles Bohlig  
East Bay Municipal Water District



Pacific Gas and  
Electric Company

November 30, 2012

US Environmental Protection Agency  
Environmental Education Regional Grants  
RFP # EPA-EE-12-01

Re: 2013-2014 East Bay Energy Water Partnership Commitment

To Whom It May Concern:

Rising Sun has operated the California Youth Energy Services (CYES) program for the past twelve years, and more recently, Rising Sun Energy Services (RS Energy Services). Pacific Gas and Electric Company (PG&E) has funded Rising Sun Energy Center in support of these programs for the past eight years. Both programs are social enterprises that provide training and employment opportunities to youth and adults facing barriers to employment, while educating the community about energy and water conservation practices. These programs also provide residential energy efficiency services and education to hard-to-reach PG&E customers, while simultaneously assisting municipalities in meeting their Climate Action Plan goals and supporting the local economy. CYES has served over 20,000 residences in the past thirteen years.

These programs are funded through the East Bay Energy Watch (EBEW) Partnership, a collaboration dedicated to providing innovative energy efficiency solutions for residents and businesses in communities throughout Alameda and Contra Costa Counties. The California Public Utilities Commission recently approved the utility's application for 2013-2014 energy efficiency funding, renewing funding for the EBEW Partnership.

For the 2013-2014 contract cycle, PG&E plans to contract with Quantum Energy Services and Technologies (QuEST) to administer this Partnership. PG&E strongly supports QuEST in refunding Rising Sun's subcontract to provide residential services and education through the aforementioned programs.

Please provide your full consideration of Rising Sun's grant application. If you have any questions, please feel free to contact Naila Ahmed, EBEW Program Manager, at (415) 973-8257.

Sincerely,

Lelf Christiansen  
Manager, Government and Community Partnerships  
Pacific Gas and Electric Company

Mailing Address:  
Mail Code N8G  
Pacific Gas and Electric Company  
P. O. Box 770000  
San Francisco, CA 94177-0001

Overnight Mail:  
Mail Code N8G  
Pacific Gas and Electric Company  
245 Market Street  
San Francisco, CA 94105-1702



# **QUEST**

QUANTUM ENERGY SERVICES & TECHNOLOGIES, INC.

2001 Addison Street, Suite 300, Berkeley, California 94704

**Derrick Rebello**  
**Chief Executive Officer**  
**Quantum Energy Services and Technologies, Inc. (QuEST)**  
**2001 Addison St., Suite 300**  
**Berkeley, CA 94704**

**November 15, 2012**

**US Environmental Protection Agency**  
**Environmental Education Regional Grants**  
**RFP # EPA-EE-12-01**

**Re: 2013-2014 East Bay Energy Water Partnership Commitment**

**To Whom It May Concern:**

As the Chief Executive Officer at Quantum Energy Services and Technologies, Inc. (QuEST), I currently oversee the administration of the East Bay Energy Watch (EBEW) Partnership, a collaboration between Pacific Gas and Electric Company, local governments, and energy service providers dedicated to providing innovative energy efficiency solutions for residents and businesses in communities throughout Alameda and Contra Costa Counties. QuEST has partnered with Rising Sun Energy Center (Rising Sun) over the past eight years and supports its unique programming, which aims to empower individuals to achieve environmental sustainability for themselves and their communities.

QuEST has funded two of Rising Sun's programs in past years, California Youth Energy Services (CYES) and Rising Sun Energy Services, both social enterprises that provide meaningful training and employment opportunities to youth and adults facing barriers to employment, while educating the community about energy and water conservation practices. These programs provide residential energy efficiency services and education to hard-to-reach residents, while simultaneously assisting municipalities in meeting their Climate Action Plan goals and supporting the local economy. We firmly believe that these are strong models that may be replicated elsewhere in the country.

Rising Sun has operated the CYES program over the past 13 years and received significant funding through QuEST, as a subcontract from PG&E, over the past eight years. From 2010-2012, Rising Sun held a three-year subcontract with QuEST totaling \$3,135,174. The California Public Utilities Commission recently approved PG&E's application for 2013-2014 energy efficiency funding, renewing funding for the EBEW Partnership. For 2013-2014, PG&E has committed to contract with QuEST as the

Partnership Administrator. QuEST plans to continue subcontracting with Rising Sun to operate its residential programs. Funding will remain consistent with past program contracts.

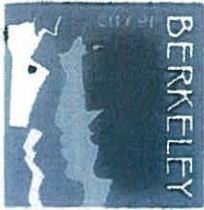
Please provide your full consideration of Rising Sun's grant application. If you have any questions, please feel free to contact me at [drebello@quest-world.com](mailto:drebello@quest-world.com).

Sincerely,



Derrick Rebello  
Chief Executive Officer  
QuEST





Office of the City Manager

November 30, 2012

US Environmental Protection Agency  
Environmental Education Regional Grants  
RFP # EPA-EE-12-01

Re: 2012 Partnership Commitment

To Whom It May Concern:

The City of Berkeley supports Rising Sun Energy Center's application to the US EPA's Environmental Education Regional Grant program.

The City has partnered with Rising Sun Energy Center (Rising Sun) over the past thirteen years and supports its unique programming, which aims to empower individuals to achieve environmental sustainability for themselves and their communities. Rising Sun runs quality training and employment programs in the growing energy efficiency sector, specifically targeting youth and adults with barriers to education and employment.

Since Rising Sun's inception in 2000, the City of Berkeley has strongly supported the California Youth Energy Services (CYES) program, which employs youth to provide residential energy efficiency services and education to hard-to-reach residents. In addition to providing meaningful youth education and employment, the program assists the City in implementing its Climate Action Plan, through both direct energy savings and community education on energy and water conservation practices. We firmly believe this program is a strong model that may be replicated elsewhere in the country.

Rising Sun has received funding from the City of Berkeley at varying levels since 2000 to support CYES, and more recently, Green Employment Training Services (GETS), a new social enterprise. In 2012, Rising Sun received \$114,000 in funding from the City of Berkeley. With EPA's support, the City of Berkeley hopes to continue to partner with Rising Sun in implementing these innovative programs.

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If you have any questions, please feel free to contact Neal De Snoo at the Office of Energy and Sustainable Development at 510-981-7439.

Sincerely,

Christine Daniel  
City Manager



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# **RIISING SUN ENERGY CENTER**

Building Healthy Communities through Climate Solutions and Green Career Pathways

a 501(c)(3) non-profit organization

## **2012 AREAS OF IMPACT: CALIFORNIA YOUTH ENERGY SERVICES**

**State:** California

**Counties:**

- Alameda
- Contra Costa
- Marin

**Cities:**

- Albany
  - Antioch
  - Berkeley
  - Corte Madera
  - Emeryville
  - Fremont
  - Greenbrae
  - Hayward
  - Larkspur
  - Livermore
  - Mill Valley
  - Novato
  - Oakland
- 
- Pleasanton
  - Richmond
  - San Leandro
  - San Rafael
  - Sausalito
  - Tiburon
  - Union City

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# **RIISING SUN ENERGY CENTER**

Building Healthy Communities through Climate Solutions and Green Career Pathways

a 501(c)(3) non-profit organization

## **2012 AREAS OF IMPACT: CALIFORNIA YOUTH ENERGY SERVICES**

**State:** California

**Counties:**

- Alameda
- Contra Costa
- Marin

**Congressional Districts Served:**

- CA - 6
  - CA - 7
  - CA - 9
  - CA - 10
  - CA - 11
  - CA - 13
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**KEY CONTACTS FORM**

**Authorized Representative:** *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name: Jodi Pincus

Title: Executive Director

Complete Address: 1900 Addison Street, Suite 100

Berkeley, CA 94704

Phone Number: 510-665-1501, ext. 22

**Payee:** *Individual authorized to accept payments.*

Name: Eric Brizee

Title: Operations Manager

Mail Address: 1900 Addison Street, Suite 100

Berkeley, CA 94704

Phone Number: 510-665-1501, ext. 13

**Administrative Contact:** *Individual from Sponsored Program Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc.)*

Name: Eric Brizee

Title: Operations Manager

Mailing Address: 1900 Addison Street, Suite 100

Berkeley, CA 94704

Phone Number: 510-665-1501, ext. 13

FAX Number: 510-665-1502

E-Mail Address: brizee@risingsunenergy.org

**Principal Investigator:** *Individual responsible for the technical completion of the proposed work.*

Name: Julia Hatton

Title: Director of Youth Programs

Mailing Address: 1900 Addison Street, Suite 100

Berkeley, CA 94704

Phone Number: 510-665-1501, ext. 21

FAX Number: 510-665-1502

E-Mail Address: hatton@risingsunenergy.org

Web URL: www.risingsunenergy.org

EPA Project Control Number

## **CERTIFICATION REGARDING LOBBYING**

### **CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.


(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Jodi Pincus, Executive Director**

Typed Name & Title of Authorized Representative

  
Signature and Date of Authorized Representative

4/19/13

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.</li> <li>2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.</li> <li>3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.</li> <li>4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.</li> <li>5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).</li> <li>6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the</li> </ol> | <ol style="list-style-type: none"> <li>basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.</li> <li>7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.</li> <li>8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.</li> </ol> |
|--|---|

<p>9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), regarding labor standards for federally-assisted construction subagreement.</p> <p>10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.</p> <p>11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and; (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).</p>		<p>12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) Related to protecting components or potential components of the national wild and scenic rivers system.</p> <p>13. Will assist the awarding agency in assuring compliance will Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).</p> <p>14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.</p> <p>15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) Pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.</p> <p>16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) Which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.</p> <p>17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."</p> <p>18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.</p>
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<p>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> 	<p>TITLE</p> <p><b>Executive Director</b></p>	
<p>APPLICANT ORGANIZATION</p> <p><b>Rising Sun Energy Center</b></p>		<p>DATE SUBMITTED</p> <p><b>4/19/2013</b></p>

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

Approved by OMB

0348-0046

<b>1. Type of Federal Action:</b> <input checked="checked" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="checked" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____ if known:  Congressional District, if known:	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: Jodi Pincus Title: Executive Director Telephone No.: 510-665-1501, ext. 11 Date: 4/19/13	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 4/2012)



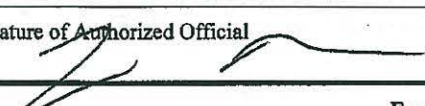
## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

**Preadward Compliance Review Report for  
All Applicants and Recipients Requesting EPA Financial Assistance**  
**Note: Read instructions on other side before completing form.**

<b>I. Applicant/Recipient (Name, Address, State, Zip Code).</b> <b>Rising Sun Energy Center, 1900 Addison Street, Suite 100, Berkeley, CA 94704</b>	<b>DUNS No.</b> <b>145047762</b>	
<b>II. Is the applicant currently receiving EPA assistance?</b> <b>NO</b>		
<b>III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.)</b> <b>N/A</b>		
<b>IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective action taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.)</b> <b>N/A</b>		
<b>V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))</b> <b>N/A</b>		
<b>VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.</b> <div style="display: flex; justify-content: space-between;"> <span>Yes</span> <span><input checked="" type="checkbox"/> No</span> </div> <b>a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).</b> <div style="display: flex; justify-content: space-between;"> <span>Yes</span> <span><input type="checkbox"/> No</span> </div> <b>b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. § 7.70) applies.</b> <div style="display: flex; justify-content: space-between;"> <span>Yes</span> <span><input type="checkbox"/> No</span> </div>		
<b>VII.* Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or activities? (40 C.F.R. § 5.140 and § 7.95)</b> <div style="display: flex; justify-content: space-between;"> <span><input checked="" type="checkbox"/> Yes</span> <span><input type="checkbox"/> No</span> </div> <b>a. Do the methods of notice accommodate those with impaired vision or hearing?</b> <div style="display: flex; justify-content: space-between;"> <span><input checked="" type="checkbox"/> Yes</span> <span><input type="checkbox"/> No</span> </div> <b>b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications?</b> <div style="display: flex; justify-content: space-between;"> <span><input checked="" type="checkbox"/> Yes</span> <span><input type="checkbox"/> No</span> </div> <b>c. Does the notice identify a designated civil rights coordinator?</b> <div style="display: flex; justify-content: space-between;"> <span>Yes</span> <span><input checked="" type="checkbox"/> No</span> </div>		
<b>VIII.* Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. § 7.85(a))</b> <div style="display: flex; justify-content: space-between;"> <span>Yes</span> <span><input type="checkbox"/> No</span> </div>		
<b>IX.* Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166)</b> <div style="display: flex; justify-content: space-between;"> <span>Yes</span> <span><input type="checkbox"/> No</span> </div>		
<b>X.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.</b> <div style="display: flex; justify-content: space-between;"> <span>Eric Brizee, Operations Manager, 1900 Addison St., Suite 100,</span> <span><input type="checkbox"/> No</span> </div>		
<b>XI.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet address for, or a copy of, the procedures.</b> <div style="display: flex; justify-content: space-between;"> <span>Yes</span> <span><input type="checkbox"/> No</span> </div>		
<b>For the Applicant/Recipient</b>		
I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.		
<b>A. Signature of Authorized Official</b> 	<b>B. Title of Authorized Official</b> <b>Executive Director</b>	<b>C. Date</b> <b>4/19/2013</b>
<b>For the U.S. Environmental Protection Agency</b>		
I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.		
<b>A. Signature of Authorized EPA Official</b> See ** note on reverse side	<b>B. Title of Authorized EPA Official</b>	<b>C. Date</b>

NE-00T11901-0

to ocr 4/24/13

## Instructions for EPA FORM 4700-4 (Rev. 04/2009)

### General

Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment).

Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities.

Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities.

The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission.

Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution.

40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972.

40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973.

The Executive Order 13166 (E.O. 13166) entitled: "Improving Access to Services for Persons with Limited English Proficiency" requires Federal agencies work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

### Items

"Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25.

"Recipient" means any entity, other than applicant, which will actually receive EPA assistance. 40 C.F.R. §§ 5.105, 7.25.

"Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed.

"Civil rights compliance review" means any review assessing the applicant's and/or recipient's compliance with laws prohibiting discrimination on the basis of race, color, national origin, sex, age, or disability.

Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission.

If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable."

In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification.

\* Questions VII – XI are for informational use only and will not affect an applicant's grant status. However, applicants should answer all questions on this form. (40 C.F.R. Parts 5 and 7).

\*\* Note: Signature appears in the Approval Section of the EPA Comprehensive Administrative Review For Grants/Cooperative Agreements & Continuation/Supplemental Awards form.

Approval indicates, in the reviewer's opinion, questions I – VI of Form 4700-4 comply with the preaward administrative requirements for EPA assistance.

### "Burden Disclosure Statement"

EPA estimates public reporting burden for the preparation of this form to average 30 minutes per response. This estimate includes the time for reviewing instructions, gathering and maintaining the data needed and completing and reviewing the form. Send comments regarding the burden estimate, including suggestions for reducing this burden, to U.S. EPA, Attn: Collection Strategies Division (MC 2822T), Office of Information Collection, 1200 Pennsylvania Ave., NW, Washington, D.C. 20460; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

The information on this form is required to enable the U.S. Environmental Protection Agency to determine whether applicants and prospective recipients are developing projects, programs and activities on a nondiscriminatory basis as required by the above statutes and regulations.





*Environmental Protection*

*Agency*

*Grant Management Training for Non-Profit*

*Applicants and Recipients*

May 2, 2013

*I affirm I have completed the above training.*

**Julia Hatton**

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*Name*

Director of Youth Programs

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*Title*

*To be returned with your award document.*







*Environmental Protection  
Agency*

*Grant Management Training for Non-Profit  
Applicants and Recipients*

May 2, 2013

*I affirm I have completed the above training.*

**Eric Brizee**

*Name*

**Operations Manager**

*Title*

*To be returned with your award document.*





